



# The California Department of Fish & Game

*Invites you to take the*

## Open Statewide Examination

### for **OIL SPILL PREVENTION SPECIALIST**



**FINAL FILING DATE— MAY 26, 2006** (Applications must be postmarked by this date)



**Why not work to benefit California's environment?**

**Want to work with dedicated people who value and enjoy their work?**

Our employees are committed to managing and protecting California's diverse wildlife and the habitats upon which they depend. Join us and begin a meaningful new career.

#### About the State Examination & Hiring Process:

The first step in the State hiring process requires you to take a competitive examination for each separate permanent job classification. Examinations may be written, interview, or performance-based and are designed to test the knowledge and abilities required for the classification. After you take and pass a State examination, you are ranked and placed on an employment list for that classification. Once you are placed on the employment list, you can apply for job openings in that classification. For more information on the State examination and hiring process, visit our website at <http://www.dfg.ca.gov/hrb/pages/jobswithdfg.htm>

## POSITION INFORMATION

#### Duties:

The Oil Spill Prevention Specialist responds to oil spills and provides technical expertise; investigates tanker mishaps; serves as an expert witness; assists in program development; reviews, evaluates, and approves vessel and marine facility oil spill contingency plans; designs, participates, and critiques drills which test effectiveness of contingency plans, cleanup operations and equipment used; communicates and interacts with maritime industry, Coast Guard, and other governmental entities and agencies; interprets guidelines and regulations; comments on proposed regulations; reviews Environmental Impact Reports (EIR) and submits recommendations; prepares correspondence and reports; attends committee meetings and gives the Department's position on issues; participates in the area plan process; analyzes coastal protection measures; responds to pilotage, tug escort, pipeline, marine fire fighting, Vessel Traffic Service (VTS) systems and salvage issues; reviews the daily log of vessel traffic through the Marine Exchange; analyzes and considers new technologies to aid prevention, response, containment, and cleanup.

#### Salary Range:

\$4426-\$5335

## HOW TO APPLY FOR THIS EXAMINATION

#### Where to Mail:

**The State Examination Application (Form 678) must be POSTMARKED by the U.S. Postal Service no later than the May 26, 2006, final filing date. Applications POSTMARKED, PERSONALLY DELIVERED, OR RECEIVED VIA INTER-OFFICE MAIL, after the final filing date will not be accepted.** Applications may be filed in person or by mail at:

Department of Fish and Game  
Attention: Exam Unit  
1416 Ninth Street, Room 1217B  
Sacramento, CA 95814

How to Get an Application:	Obtain a State Application (Form 678) at Employment Development Department (EDD) offices, at Department of Fish and Game offices, or you can download one from the web at <a href="http://www.spb.ca.gov/employment/employment_forms_brochures.htm">http://www.spb.ca.gov/employment/employment_forms_brochures.htm</a> .
Accommodations for Persons with Disabilities:	If you have a disability and need special testing arrangements, mark the appropriate box in Part 2 of the "Examination Application". The Exam Unit will contact you to make specific arrangements.

## REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION

Minimum Qualifications for Admittance:	<p><i>Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as Either "I", "II, or "III", etc. For example, candidates possessing qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirement.</i></p> <p><b>EITHER I:</b> Two years of experience in California state service performing the duties of a class with a level of responsibility equivalent to an Oil Spill Prevention Assistant.</p> <p><b>OR II:</b> Five years of progressively responsible experience in marine pollution research or in the development of marine environmental programs involving contact with governmental agencies and/or marine environmental groups, at least four years of which shall have included experience involving any type of petroleum transportation activity, such as marine terminal operations, vessel shiphandling, marine engineering, marine safety, marine surveying, marine fire fighting and salvage, marine pollution and response, shipboard systems and/or related fields.</p>
Special Personal Characteristics	Keenness of observation; demonstrated ability to act independently; flexibility and tact; willingness to travel and do field work on short notice; willingness to work on Saturdays, Sundays, and holidays and at odd or irregular hours; willingness to wear a prescribed uniform, necessary safety equipment and work clothing.
Make Sure you Also Meet These Conditions:	<p>All applicants must meet the education and/or experience requirements for this examination by May 26, 2006, the final filing date.</p> <p>Applications require employment history information including "to" and "from" dates (month/day/year), time base, and if applicable civil service class titles. Applications received without this information MAY BE REJECTED because of incomplete information.</p>

## EXAMINATION INFORMATION

Type of Examination:	<p>This examination consists of a <b>qualifications appraisal interview weighted 100.00%</b>. To obtain a position on the eligible list, you must attain a minimum rating of 70.00%.</p> <p><b>COMPETITORS WHO DO NOT APPEAR FOR THE INTERVIEW WILL BE DISQUALIFIED.</b></p> <p>Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.</p>
Interview Dates:	It is anticipated that the interviews will be held during July/August, 2006.
Examination Locations:	Written tests and oral interviews are ordinarily scheduled in Sacramento, Los Alamitos, Napa, Redding, and Fresno. However, interview locations may be limited or extended as the number of candidates and conditions warrant.

Scope of  
Examination:  
**(STUDY THIS to  
prepare for  
examination.)**

- A. Knowledge of:
  - 1. Oil transfer operations among tank vessels, marine facilities, pipelines and mobile transfers.
  - 2. Marine engineering.
  - 3. Shiphandling.
  - 4. Bunkering and lightering procedures.
  - 5. A vessel mobile transfer unit.
  - 6. Marine facility oil spill contingency plan components.
  - 7. Marine oil spill pollution prevention and response equipment and methodologies.
  - 8. Marine oil spill drills and exercise design and evaluation.
  - 9. Federal and State regulations relating to oil spill prevention and response.
  - 10. Basic investigative procedures.
  - 11. The Incident Command System.
  - 12. Safe work practices associated with hazardous conditions.
  - 13. Vessel traffic service systems.
  - 14. The Marine Exchange organizations.
  - 15. Pilotage issues.
  - 16. Tug escort capabilities and regulations.
  - 17. Federal and State petroleum pipeline regulations.
  - 18. State legislative and regulatory process.
- B. Ability to:
  - 1. Review and develop oil spill contingency plans.
  - 2. Respond to field questions regarding oil spills.
  - 3. Analyze, evaluate information, and make recommendations.
  - 4. Communicate effectively.
  - 5. Meet work deadlines.
  - 6. Prepare clear, concise, complete and technically accurate reports.
  - 7. Establish and maintain cooperative relations with those contacted at work.
  - 8. Review and develop recommendations for program procedures and regulations.
  - 9. Determine the cause of oil spills.
  - 10. Complete complex projects.
  - 11. Testify in court as an expert witness.
  - 12. Conduct training.
  - 13. Serve on various committees and work as a liaison to develop area plans.
  - 14. Interpret Federal and State regulations.

Veterans  
Preference:

Veterans' preference credits will be added to the final score of all competitors who are successful in this examination and who qualify for and have requested these points. Due to changes in the law, which were effective January 1, 1996, VETERANS WHO HAVE ACHIEVED PERMANENT CIVIL SERVICE STATUS ARE NOT ELIGIBLE TO RECEIVE CREDITS.

Length of List  
Eligibility:

The list will be abolished 12 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.

## QUESTIONS?

If you have any questions concerning the Oil Spill Prevention Specialist examination or the testing process, please contact Terri Trim, Personnel Analyst with the Department of Fish and Game, Human Resources Branch at (916) 653-8120. You may also visit our website at [www.dfg.ca.gov](http://www.dfg.ca.gov).

---

## ADDITIONAL GENERAL INFORMATION

### IMPORTANT — What to do if you haven't received any notifications:

For Written Examinations: If you haven't received your examination notice three days prior to the written test date, it is your responsibility to contact the Department of Fish and Game, Human Resources Branch at (916) 653-8120.

For Examinations Without a Written Feature: If you haven't received your examination or progress notice four weeks after the final filing date, it is your responsibility to contact the Department of Fish and Game, Human Resources Branch at (916) 653-8120.

**OIL SPILL PREVENTION SPECIALIST**

**FFD: MAY 26, 2006**

Page 3 of 4

**Bulletin Release Date: 04/28/06  
EXAM CODE – 6FG08**

## **Remember, Examinations are Competitive**

If you possess the entrance requirements stated on this bulletin, you may take this competitive examination; however, you aren't assured a place on the eligibility list. Your performance in the examination is compared to established rating criteria. All candidates who pass are ranked according to their scores.

## **How Qualifications are Rated:**

General Qualifications for all Examinations: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

## **Additional List Information:**

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional; 2) departmental promotional; 3) multi departmental promotional; 4) servicewide promotional; 5) departmental open; 6) open. When there are two lists of the same kind, the older must be used first.

Veterans Preference: California law allows granting of veterans preference points in open entrance examinations and open nonpromotional examinations. Effective January 1, 1996, VETERANS WHO HAVE ACHIEVED PERMANENT CIVIL SERVICE STATUS ARE NOT ELIGIBLE TO RECEIVE VETERANS CREDITS. Directions for applying for veterans preference points are on the Veterans Preference Application form (Form 1093) which is available from the Department of Fish and Game, State Personnel Board offices, written test proctors, and the Department of Veterans Affairs, P.O. Box 942895, Sacramento, CA 94295-0001.

## **Miscellaneous Information:**

High School Equivalence: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Education Development (GED) Test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

The Department of Fish and Game reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

## **California Relay (Telephone) Service for the Deaf or Hearing-Impaired**

**From TDD phones: 1-800-735-2929**

**From voice phones: 1-800-735-2922**

THE DEPARTMENT OF FISH AND GAME OFFERS EQUAL OPPORTUNITY TO ALL REGARDLESS OF SEX, MARITAL STATUS, RACE, COLOR, RELIGION, POLITICAL AFFILIATION, NATIONAL ORIGIN, ANCESTRY, AGE, SEXUAL ORIENTATION, DISABILITY, OR MEDICAL CONDITION.

IT IS THE OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS. APPLICANTS FOR STATE SERVICE ARE EXPECTED TO BE DRUG-FREE.

